

WNYRIC Standards Committee Meeting Minutes
August 12, 2015--Noon-3:00 p.m.
Face to Face at E1B Education Campus

In Attendance:

Jan Mathis (WNYRIC-Chair)	Kyle Lyon (WNYRIC)
Iann Miller (Erie 1 BOCES)	Chuck Marzec (Jamestown)
Mike Murphy (Forestville)	Bob Spino (Erie 2 BOCES)
Sheldon Soman (ON BOCES)	Doug Prince (E2 BOCES)
Ron Ternowski (WNYRIC)	Rob Morgan (Pioneer CSD)
Mike Taylor (WNYRIC)	Brian Richards (Medina)
Ron LaVere (Cheektowaga/Vice Chair)	David Brace (WNYRIC)
Marty Wende (Kenton UFSD)	Chris Gyr (Genesee Valley CSD)
Shelayne Wise (Hammondsport)	Carol Barber (WNYRIC)
Gail Tremblay (GST BOCES)	Terry Caleb (WNYRIC)
Chris Siniscalchi (WNYRIC)	Valerie Winegarden (minutes)

Noon-12:30 Lunch

12:30-1:00 Introductions/roundtable

Jan Mathis called meeting to order at 12:30 p.m.

Administrative Items:

1. **Approval of the May 6 meeting minutes:**

- Jan asked if there were any questions or concerns from the meeting minutes from May 6, 2015. There were none.

Bob Spino made the motion to accept meeting minutes and it was seconded by Mike Murphy. The motion passed unanimously (13 yes/0 no).

2. **Review proposed future meeting dates/locations:**

- Wednesday, November 18, 2015 from 1-3 PM (via DL)
- Wednesday, February 10, 2016 from 1-3 PM (via DL)
- Wednesday, May 4, 2016 from 1-3 PM (via DL)

3. **Membership updates for 2015-16:**

- Membership changes: None
- Draft meeting minutes should be shared within your designated regions.
- Review of WNYRIC Standards Committee Charter (responsibilities)

Marty Wende made a motion to change section II. Authority; under letter B. from *The Co-Director, Technology Services*, to read *A member of Technology Services Leadership team* and update the same title under section III. Membership; under letter E. to read *Member of Technology Services Leadership Team* instead of *Co-Director, Technology Services*. Chuck Marzec seconded the motion and the motion passed unanimously (13 yes/0 no).

4. **Category Review Dates for 2015-2016:**

1. Computers – November 2015
2. **Communications Equipment – August 2015**
3. Internet Browsers – February 2016
4. NIC Cards – February 2016
5. Operating Systems – November 2015
6. Plotters – February 2016
7. **Printers – August 2015—tabled until November**
8. **Scanners – August 2015**
9. Servers (Standard) – November 2015

- 10. Servers (SAN) – August 2015—tabled until November**
- 11. Software – November 2015**
- 12. Server Back Up – August 2015**
- 13. Virtualization – August 2015**
- 14. VoIP – November 2015**
- 15. Video Conferencing- November 2015**
- 16. Network Optimization- February 2016**
- 17. Tablet Devices- August 2015—tabled until November**
- 18. End Point Management- August 2015**
- 19. UPS – August 2015**

Discussion/Information Items:

5. **Multiple vendors vs niche/support discussion** (Ron T./Kyle L./Chris S.)
 - Networking team is concerned about performance and support for multiple vendor products. With Smart Schools Bond Act, an increasing amount of vendors are approaching school districts with new products. The WNYRIC wants to ensure that appropriate support along with security is provided to our school districts. It's becoming increasingly difficult for our WAN Senior Network Engineers to support different and specialized platforms of products. Discussion continued on how the committee should review and discuss how things are categorized and designed regarding switches and other products on the Standards list. Need to keep cost of maintenance in mind in support of multiple vendor products. Categorize by feature sets makes sense but may require additional support from WNYRIC specialists. The original concept was when interest from 2 or more districts and it provided a niche product was reviewed by the Standards committee. A lot of times cost would be the niche. The WNYRIC thrives to protect districts from making decisions on equipment that can be supported and making things easy for everyone. Need to look at hardware and software user interface. Sometimes products get added based on cost. Do we consider having at least interest from more than 2 districts and across 2 different regions for a POC to occur? Do we conduct a survey based in interest of a product by 2 or more districts to investigate interest in other regions? Should CORE equipment be reviewed differently? An option would be to require a cost analysis included in POC to investigate how the cost of service changes or increases.
 - Will discuss further next meeting in November. Jan and Ron will work on list of CORE category groups for review at the November meeting. An email will be sent to the Committee next week for input.
 - **Update from Erie 2 Meraki switch trial** (Bob S./Doug Prince)
 - Did POC; has issues with putting on the Core. Is up and running.
 - Put Layer 2 and layer 3 switches on the edge. Support failed optic is not supported by vendor. Was easy to use. Puts more control in districts hands and make little day to day changes and alleviate load on technical staff. Does not support multi cast. Meraki sends an email when a configuration change occurs.
 - Also tested Cisco switch at Ashville center and could not get them to work.
 - Reporting shows trends and PC agent.
 - Fredonia went pretty good. Minor issue with Lightspeed. Has nice interface. Advanced level of configuration is not there; pretty basic. Router perspective is limited. Some concerns on the hardware side. Will follow up for another update in November from Chris S.
6. **Broadband updates (Ron T.)**
 - Time Warner contract signed.
 - Rollout in mid to end of September; Will not cut over until after school starts.
 - TW visited most districts for design planning of new equipment.
 - Will cause an outage for about an hour unless there are other issues.
 - Testing will be conducted on new equipment.
 - Moved DR center site from Kenton to Victory Technology Center in Lackawanna. DR path is currently down until we cut over to new TW broadband.
 - TW will utilize old and new fiber. New fiber can be cut over with old fiber in place.

- Fail over stand point will go directly to local TW facility.
- Recommendation for redundancy/fail over for phones and increased bandwidth is to see what each district has access to. It's a one off conversation. This discussion should be started with the Broadband sub-committee and at the regional technology coordination meetings. Will ask Susan Melancon to investigate with e-rate piece regarding wording of service (load balancer/redundancy) as part of Smart School Bond Act.

Action Items:

7. **Follow up from Brian Richards on Papercut MF printer** (on hold until November 18 meeting)
 - Purchase order went in yesterday so is not installed and have not been able to do any testing/piloting.
8. **Category review:**
 - 17. Tablet Devices (further discussion tabled from November meeting)
Ron LaVerre made a motion to remove Jill Holbrook's name from the comment section of category 17. Tablet devices and replace it with Jan Mathis' name. The motion was seconded by Bob Spino and carried unanimously (13 yes/0 no).
 - 8. Scanners (tabled from May meeting)
 - No changes
 - 13. Virtualization (tabled from May meeting)
 - No changes
 - 18. End Point Management (tabled from May meeting)
 - No changes
 - 19. UPS (tabled from May meeting)
 - No changes
 - 2. Communications Equipment
 - No changes
 - 7. Printers (tabled until November)
 - Will update current bid #B15-DP0520 in the comment section of printers
 - 10. Servers-SAN
 - No changes
 - 11. Software
 - No changes
 - 12. Server Back Up
 - No changes

Rob Morgan made a motion to table review of categories 17. Tablet Devices and 7. Printers to the November meeting and to update Erie 1 BOCES bid number in comment section of Printers to read B15-DP0520. The motion was seconded by Marty Wende and carried unanimously (13 yes/0 no).

Marty Wende made the motion to adjourn at 3:05 PM; Sheldon Soman seconded the motion.

Respectfully submitted: Valerie Winegarden

The WNYRIC Standards Committee Motions
August 12, 2015

Below are three (3) recommendations from the WNYRIC Standards Committee meeting held on August 12 2015 for WNYRIC Advisory Council action:

Motion 1: Marty Wende made a motion to change section II. Authority; under letter B. from *The Co-Director, Technology Services*, to read *A member of Technology Services Leadership team* and update the same title under section III. Membership; under letter E. to read *Member of Technology Services Leadership Team* instead of *Co-Director, Technology Services*.

Seconded by: Chuck Marzec

Vote results: 13 yes/0 no (unanimous)

Motion 2: Ron LaVere made a motion to remove Jill Holbrook's name from the comment section of category 17. Tablet devices and replace it with Jan Mathis' name.

Seconded by: Bob Spino

Vote results: 13 yes/0 no (unanimous)

Motion 3: Rob Morgan made a motion to table review of categories 17. Tablet Devices and 7. Printers to the November meeting and to also update Erie 1 BOCES bid number in comment section of Printers to read B15-DP0520.

Seconded by: Marty Wende

Vote results: 13 yes/0 no (unanimous)

Advisory Council approval requested at this time